ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
COMMUNITY SAFETY BUILDING O'NEILL ROOM
2/20/19 7:30 PM

ATTENDEES:

Gibian*	White		Kellar	McKenna*
	Wallach	Harmer*	Tosti*	
Ellis*	Foskett*	Deyst*	Duvadie	
	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	LaCourt*	Carman*	Diggins*

*Indicates present

VISITORS: Members CPAC: Chair Eric Helmuth, Assistant Town Manager Jim Feeney, Leslie Mayer; Ted Peluso

1. MINUTES of 2/13/19 approved. Unanimous

2. WARRANT: Tosti asked members to mark up the preliminary warrant by deleting Art 72 and renumbering the subsequent articles. No further changes are expected.

3. Art 68 Community Preservation Fund: Helmuth, using Ref 1, described the 8 projects recommended for FY20. He, supported by the CPAC members, answered many questions. The projects follow, with a summary of Helmuth's description:

1. Whittemore Park Revitalization Phase 1: The paths in the level area between the Jefferson Cutter House and Mass Ave will be replaced and extended. The dead trees will be removed. Some new trees will be planted. The lawn will be replanted. In FY20 the working plans for this revitalization will be produced. There were several questions, both supportive and not. The neglected garden on the east side of the house will not be renovated in Phase 1.

2. Tercentenary Signs Restoration Two signs will be removed from posts, repainted in the contractor's shop & reinstalled.

3. Old Burying Ground Phase 1: A section of the wall along Spengler Way will be rebuilt.

4. Whittemore Robbins Cottage Exterior Renovation: Repair and paint as was done to the adjacent Carriage House.

5. Arlington Reservoir Phase 2: Improve perimeter trail and renovate bath house.

6. North Union St Playground Reconstruction: Equipment & surface are worn out. The Town revised its long range park restoration plan to address this park ahead of others based on resident advocacy. Representative Garballey secured state money to cover about a quarter of the cost.

7. Study Spy Pond Bleachers: Will solicit community input and actual use to plan the future of the facility. One possibility is to take them down.

8. Winslow Towers Building Envelope Repair. There are serious water leaks. CPA will pay for window replacement. AHA will contribute an equal amount and the rest will be paid by the DHCD.

The total CPA proposed budget is $2,499,874 (Ref 1). CPA funds will not cover the entire amount leaving a deficit of $125,416. The CPAC hopes to balance the budget w/ CDBG funds. If this does not work out, a less expensive version of the Whittemore Park project will be substituted.
VOTED to Support the projects recommended by the CPAC 12 to 1.

4. BUD 23 LIBRARIES: Lib SubCom Franclemont recommended the budget as printed. There are 22 library pages. Salary increases are according to the pay plan. The library leadership and multiple programs impress her and Deyst. Certification is not in doubt. Franclemont will ask if new hires started at the lowest step. She will also ask if any employees are paid below the minimum wage.
VOTED $2,496,798 Unanimous

5. BUD 21 INSPECTIONS: PubSafe SubCom Harmer recommended the budget as printed. The department is flooded with public record requests. Since the records are filed by year, it can take a long time to locate a street address, 20 minutes in one recent case that was located in1929. A discussion of digitizing and organizing the Town records followed. Tosti to ask Town Manager what can be done.
VOTED $520,104 Unanimous.

6. Bud 19 POLICE followup: PubSafe SubCom Harmer reported that there is an officer assigned to work with the FBI and one assigned to work with the DEA. They are paid overtime, $18,300 in one case; $16,000 in the other. This money is reimbursed by the federal agencies.

7. BUD 2a SELECT BOARD ADMINISTRATION: GenGov SubCom McKenna recommended the budget as printed. No additional staffing changes are planned.
VOTED $284,034 Unanimous

8. BUD 2b ELECTIONS: GenGov SubCom McKenna recommended the budget as printed. There will be 2 elections. The budget is based on early voting for the state primary. Actual costs for elections are uncertain since the Secretary of State has not completed the rules. For the November election last year, the State refunded Arlington $30,000, a sizable increase because of the early voting requirement.
VOTED $118,726 Unanimous

9. COMMITTEE: There are no meetings scheduled in April until 4/22 at 7:30 in the Lyons Room before Town Meeting. Members were asked to be prepared for a meeting on 4/10 in case the House Ways & Means budget has unexpected contents.

Meeting adjourned at 10:00 PM

Peter Howard 2/21/19
Revised 2/23/19

Ref 1 CPA Projects FY 20
Ref 2 CPA Projects FY20 Illustrated version

Ref 1

CPA Projects FY20

HISTORIC PRESERVATION

1. Whittemore Park Revitalization – Phase 1

Town of Arlington, Department of Planning and Community Development
Amount Requested: $540,429
Total Project Cost: $1,474,194

The Whittemore Park was created in 1989 when the Jefferson Cutter House was moved to its present site at the corner of Massachusetts Avenue and Mystic Street. The park itself contains a small section of railroad track, the remains of a railroad line built around 1846. Today the park and its parking lot are located at the heart of the town and hosts many community and arts-related events throughout the year.

FY18 CPA funds were used devise the plan for this project. The requested funds would provide for the implementation of the first phase of the revitalization plan of the park. The improvements planned for the first phase are renovations to the portion of the park in front of the Jefferson Cutter House: creation of a circuit path, removal of trees, planting new trees, renovations to the rail corridor, and improvements to the central lawn. Future phases would cover new accessible paths to the museum, improvements to the rear stairway, replacement of an existing side garden, creation of a new pedestrian plaza and more.

2. Tercentenary Marker Restoration

Town of Arlington, Town Manager's Office
Amount Requested: $3,500
Total Project Cost: $3,500

Arlington is home to two historical markers erected in 1930, the tercentenary of the foundation of the Massachusetts Bay Colony. One of these signs marks the property of the Jason Russell House, and the other marks the site of a road that led to Captain George Cooke's grist mill, the first built in the area. The sites have notable historical value in the context of Arlington's early history as a milling village implicated in Revolutionary history, and the signs themselves provide insight into the historical attitudes of the 1930s by the inscriptions on them. However, both signs have fallen into disrepair, with major corrosion and paint loss visible on the markers and their posts. This project would repair and preserve these public monuments to Arlington's history and historiography through anti-corrosion action, restoration and repainting of the posts and markers.

3. Old Burying Ground Restoration - Phase I

Town of Arlington - Cemetery Commission and Historical Commission
Amount Requested: $379,144
Total Project Cost: $2,000,000

The Old Burying Ground is a historic cemetery in Arlington that was in use from 1736-1843. It contains numerous historical graves and tombs from this time period, perhaps the most notable being the 19-foot tall stone obelisk marking the tomb of the minutemen killed in the Battle of Menotomy. This project would repair/rebuild the perimeter wall along Peg Spengler Way as its first priority, due to its advancing state of disrepair, existing spot failures and possibility of

collapse. This perimeter wall is integral to the adjacent mound tombs. Other work includes tree pruning and targeted removals to prevent further damage and loss.

4. Whittemore Robbins Cottage Exterior Rehabilitation

Town of Arlington, Department of Health and Human Services
Amount Requested: $154,000
Total Project Cost: $640,000

The Whittemore Robbins cottage is one of three structures within the Whittemore Robbins Estate which was built in the early 1800s, and moved to their present location in 1890 to make space for the Robbins Library. In 1997, the main Whittemore Robbins mansion, the home of the Arlington Youth Counseling Center, was rehabilitated. In 2017, the Whittemore Robbins Carriage House exterior was rehabilitated through CPA funding, and this project seeks to perform the same work on the adjacent Cottage, which has fallen into disrepair. Through the Arlington Capital Budget process, the Health and Human Services Department sought funds to rehabilitate the interior of the building through the addition of new offices and restrooms due to increasing demands on the building by the Arlington Youth Counseling Center and events held in the nearby area.

OPEN SPACE AND RECREATIONAL LAND

5. Arlington Reservoir Project – Phase 2

Recreation Department
Amount Requested: $500,000
Total Project Cost: $4,500,000

The Arlington Reservoir is a special place to many residents, providing both active and passive recreational opportunities in its water. Considerable study has determined that the Reservoir is in need of considerable upgrades. CPA funding from past years paid for a planning and design phase, and Phase 1of the project, now in progress, that will upgrade the pump systems and pump building. This appropriation would continue Phase I and commence Phase II. Among the improvements planned for Phase II are: Trail and Perimeter Improvements, Bath House Renovations, Parking Lot and Fence Improvements, a Boat Ramp, Beach Infrastructure Improvements, Signage, and many other renovation considerations.

6. North Union Playground Reconstruction

Recreation Department
Amount Requested: $325,000
Total Project Cost: $425,000

The North Union Playground is a playground in East Arlington, and one of the most heavily used in the town. The equipment was installed in 1996, has exceeded its useful life expectancy, and is in need of replacement. The surfacing of the playground was redone 10 years ago, but is failing and must be addressed. This project would support the replacement of the play equipment and surfacing, as well as the landscaping, path connections, and furnishings of the playground. Representative Garballey secured $100,000 from the state budget for the project, and over 100 residents have mobilized to support the work.

7. Study of Spy Pond Field Bleachers

Arlington Department of Public Works
Amount Requested: $53,000
Total Project Cost: $53,000

The Spy Pond Field is a multi-use sports venue which hosts baseball, little league, soccer, and lacrosse. The original concrete bleacher construction dates back to 1910, and the facility is in a significant state of disrepair. In 2014, a structural engineering consultant, expert in the restoration of concrete structures, concluded that the structure would cost between $468,000 and $840,000, not including the cost of making the facility ADA-compliant. Before moving forward with the restoration, this project would study the current use and need of the structure, and take input from the community. This project would evaluate the current use of the structure as well as engage the public and key stakeholders through the formation of a working group and three public meetings, in order to map the desired future of the facility as a whole.

COMMUNITY HOUSING

8. Winslow Towers Building Envelope Repair

Arlington Housing Authority
Amount Requested: $500,000
Total Project Cost: $2,080,163

Winslow Towers is a 13-story building owned and operated by the Arlington Housing Authority and provides 132 units for elderly/disabled residents. There are active water leaks through the enclosure in multiple units. Appropriate studies and cost estimates are in place for addressing water infiltration, facade distress conditions, window replacement, sealant replacement, and asbestos remediation. This project would leverage $500,000 in CPA funds and $550,000 from AHA operating reserves as the local match for DHCD grants to cover the balance of the total cost. CPA funds will be dedicated to the replacement of windows.

CPAC FY20 Provisional Recommendations

	Project/Expenditure	Applicant	Amount Requested	Notes
	Historic Preservation			
1	Whittemore Park Revitalization - Phase 1	Planning and Community Development	$ 540,429	Final appropriation will be reduced after CDBG offsets are confirmed
2	Tercentenary Marker Restoration	Town Manager's Office	$ 3,500	
3	Old Burying Ground Restoration - Phase 1	Cemetery & Historical Commission	$ 379,144	
4	Whittemore Robbins Cottage Exterior Rehabilitation	Health and Human Services	$ 154,000	
	Open Space/Recreation			
5	Arlington Reservoir - Phase 2	Recreation Department	$ 500,000	
6	North Union Playground	Recreation Department	$ 325,000	Does not include anticipated offset of $100k+ from CDBG funding
7	Study of Spy Pond Field Bleachers	Department of Public Works	$ 53,000	
	Community Housing			
8	Winslow Towers Envelope Repair	Arlington Housing Authority	$ 500,000	
		Project Funding subtotal	**$ 2,455,073**	
	Non-project appropriations			
9	CPAC administrative expenses		$44,801	Salary offsets, dues, project signage, supplies (2.75% of annual CPA revenue)
10	Reserve appropriation		$0	
		Total Project and Admin Expenses	$ 2,499,874	
		Estimated Funds available for appropriation	$ 2,374,458	
		Surplus/(Deficit)	**$ (125,416)**	

Estimated Funds available for appropriation

FY20 Local CPA Surcharge		$ 1,458,403	FY19 projected revenue with 2.5% increase
FY20 State Match		$ 170,740	12% state match projected
Fund Balance		$ 745,315	
Total Estimated Funds available for appropriation		**$ 2,374,458**	



Ref 2

Community Preservation Act Committee

Presentation to Finance Committee 2/20/19

CPA Committee (CPAC)

Five of the members representing relevant boards and commissions are mandated by the state CPA law. Up to four additional members are appointed by the Select Board.

Eric Helmuth, Chair
Select Board Appointee

Chuck Tirone
Conservation Commission Designee

JoAnn Robinson
Historic Commission Designee

Ann Woodward
Select Board Appointee

Charlie McCabe
Select Board Appointee

Leslie Mayer
Park & Recreation Commission Designee

Gene Benson
Redevelopment Board Designee

Richard Murray
Housing Authority Designee

We are here to consult about our recommendations to Town Meeting, and to ask for your endorsement.

CPA Project Areas



Historic Preservation



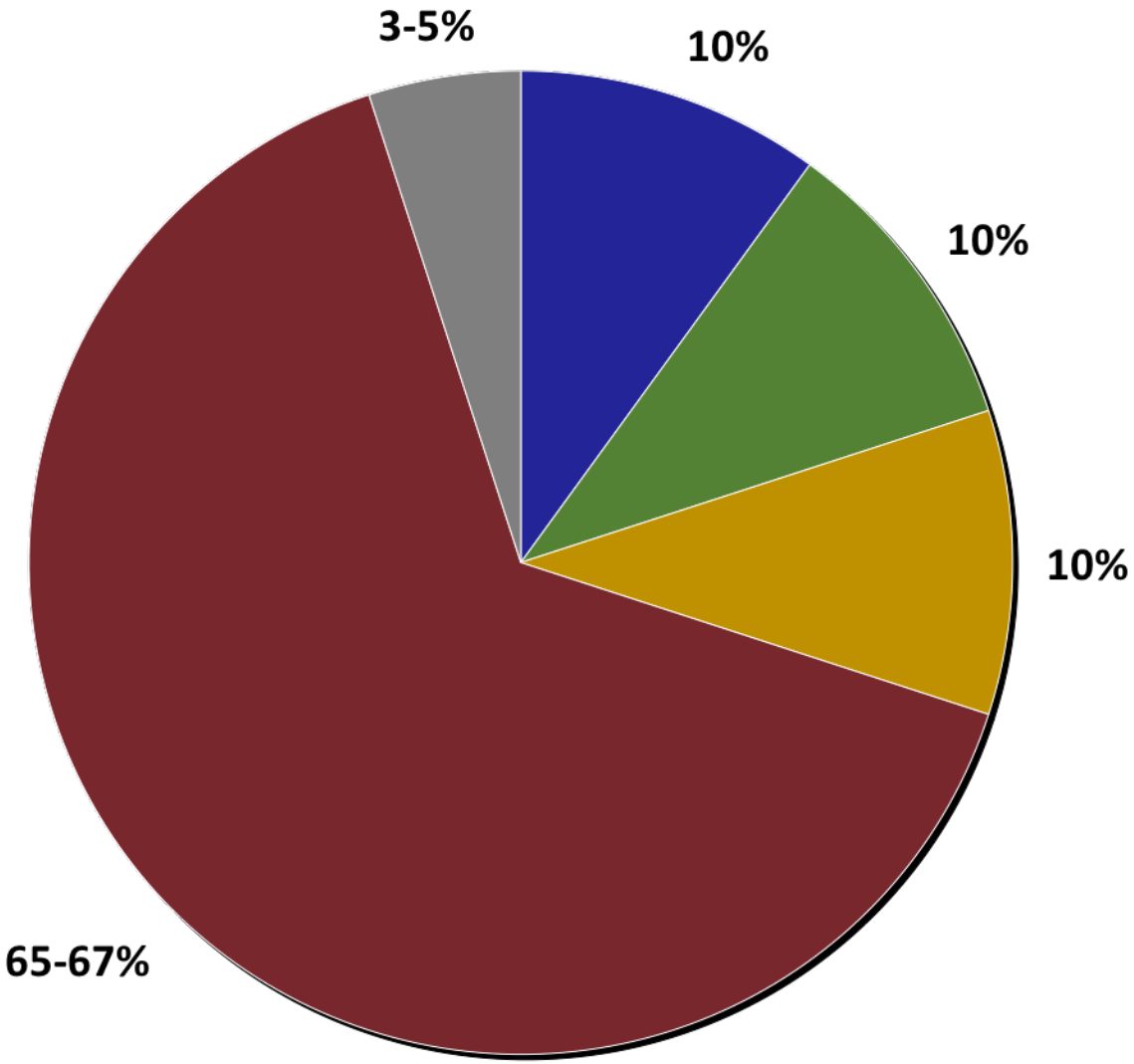
Open Space & Recreation



Community Housing



Annual CPA Spending



- Housing (required)
- Open Space & Recreation (required)
- Historic (required)
- Flexible
  (Spend on projects in any CPA area, or save in a Budgeted Reserve)
- CPAC Administrative & Planning

Unspent balance returns to local CPA fund at end of FY

FY20 CPA Budget

(see handout)

CPAC FY20 Provisional Recommendations

	Project/Expenditure	Applicant	Amount Requested	Notes
	Historic Preservation			
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2	Tercentenary Marker Restoration	Town Manager's Office	$ 3,500	
3	Old Burying Ground Restoration - Phase 1	Cemetery & Historical Commission	$ 379,144	
4	Whittemore Robbins Cottage Exterior Rehabilitation	Health and Human Services	$ 154,000	
	Open Space/Recreation			
5	Arlington Reservoir - Phase 2	Recreation Department	$ 500,000	
6	North Union Playground	Recreation Department	$ 325,000	Does not include anticipated offset of $100k+ from CDBG funding
7	Study of Spy Pond Field Bleachers	Department of Public Works	$ 53,000	
	Community Housing			
8	Winslow Towers Envelope Repair	Arlington Housing Authority	$ 500,000	
		Project Funding subtotal	**$ 2,455,073**	
	Non-project appropriations			
9	CPAC administrative expenses		$44,801	Salary offsets, dues, project signage, supplies (2.75% of annual CPA revenue)
10	Reserve appropriation		$0	
		Total Project and Admin Expenses	$ 2,499,874	
		Estimated Funds available for appropriation	$ 2,374,458	
		Surplus/(Deficit)	**$ (125,416)**	

Estimated Funds available for appropriation

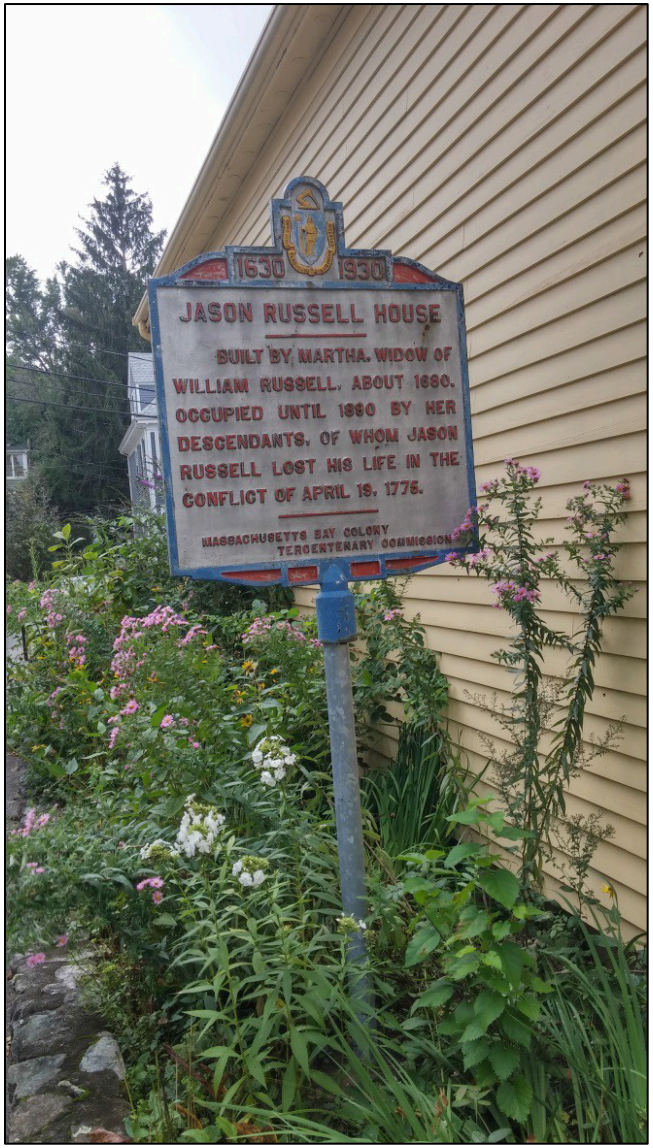
FY20 Local CPA Surcharge	$	1,458,403	FY19 projected revenue with 2.5% increase
FY20 State Match	$	170,740	12% state match projected
Fund Balance	$	745,315	
Total Estimated Funds available for appropriation	**$**	**2,374,458**	

Whittemore Park Revitalization: Phase 1



Recommended funding: $540,429*

Tercentenary Marker Restoration





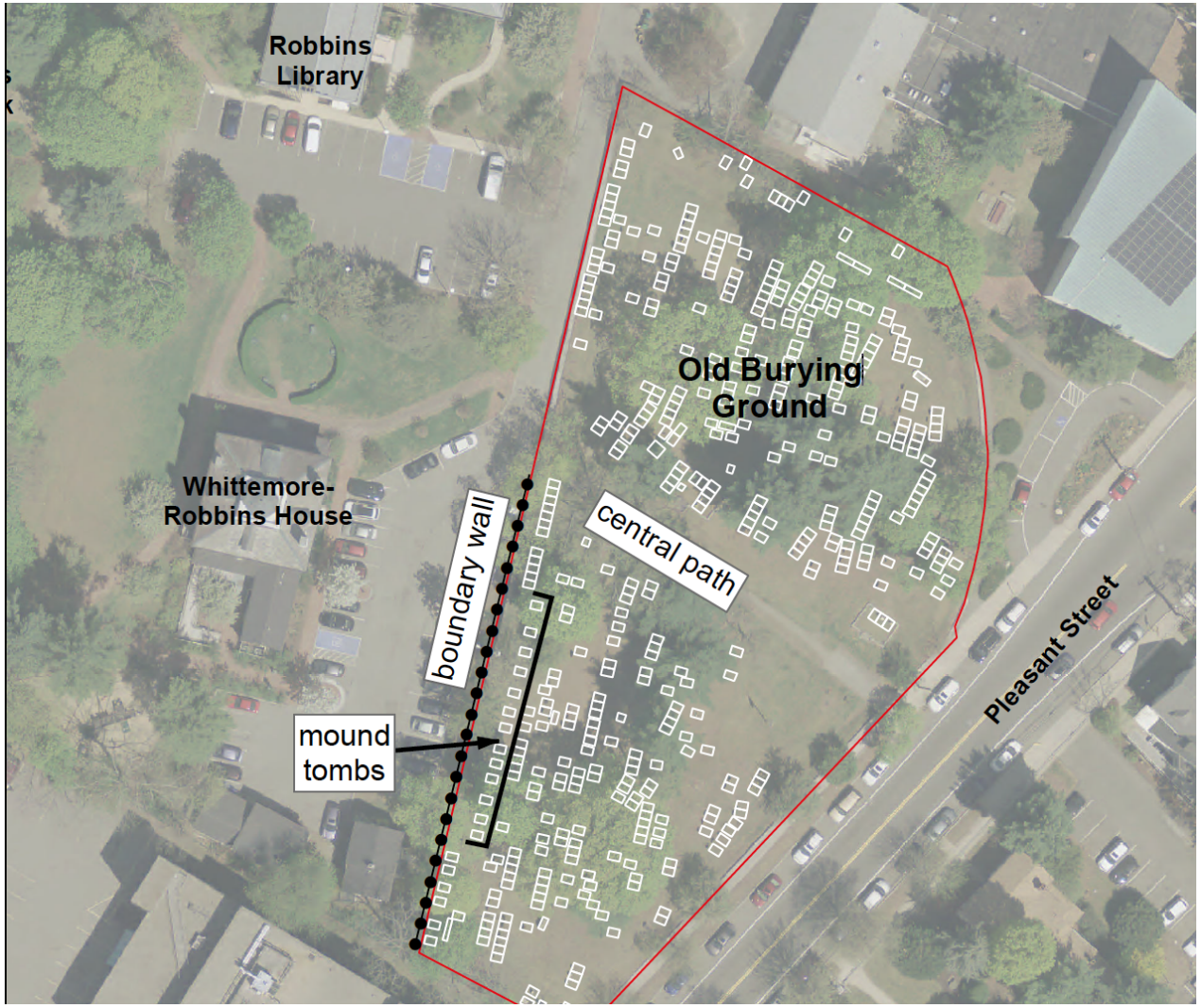
Recommended funding: $3,500

$ 379,144

Old Burying Ground

Phase 1 Restoration

Recommended funding:
$379,114



Whittemore Robbins Cottage



Exterior Rehabilitation

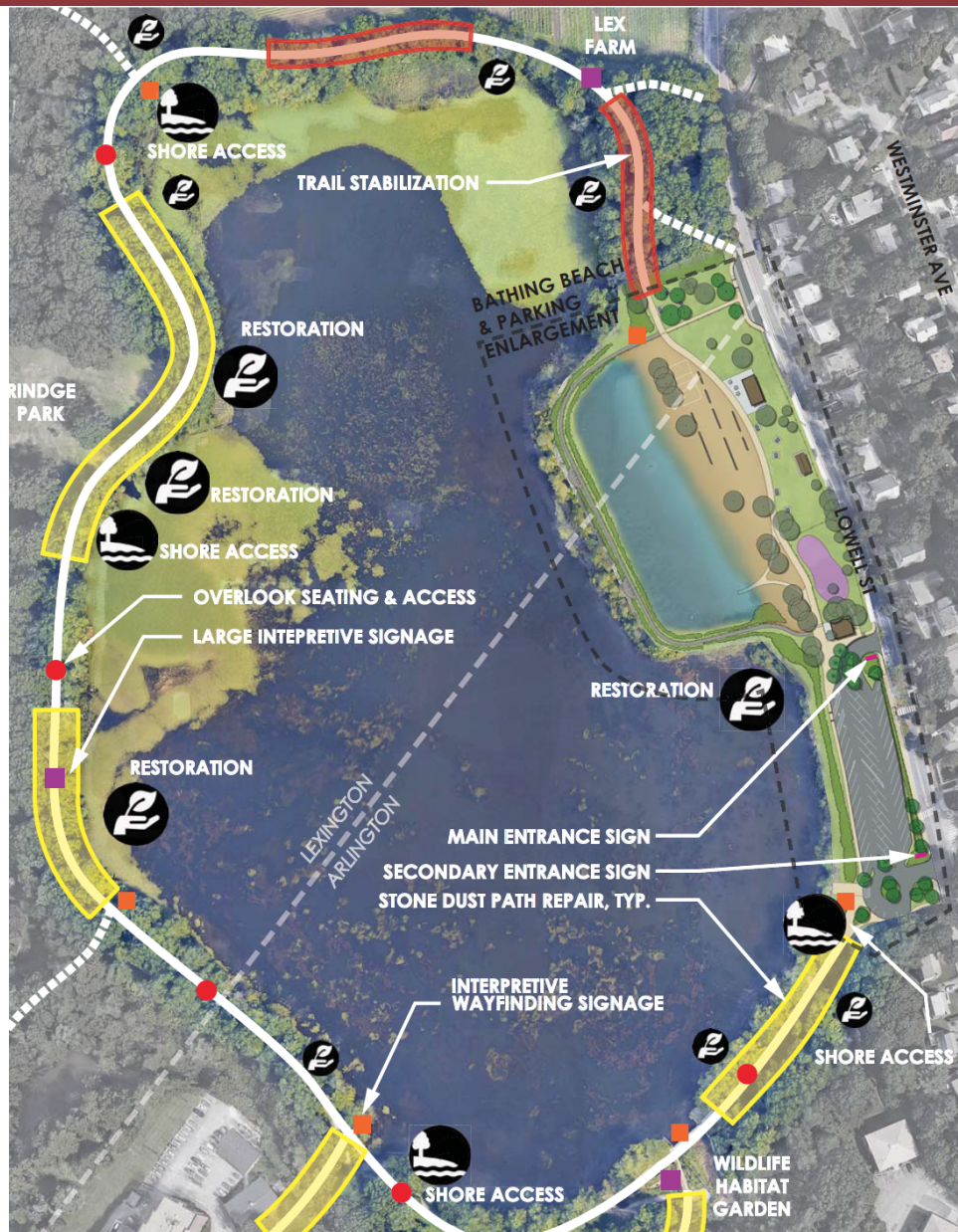


Recommended funding: $154,000

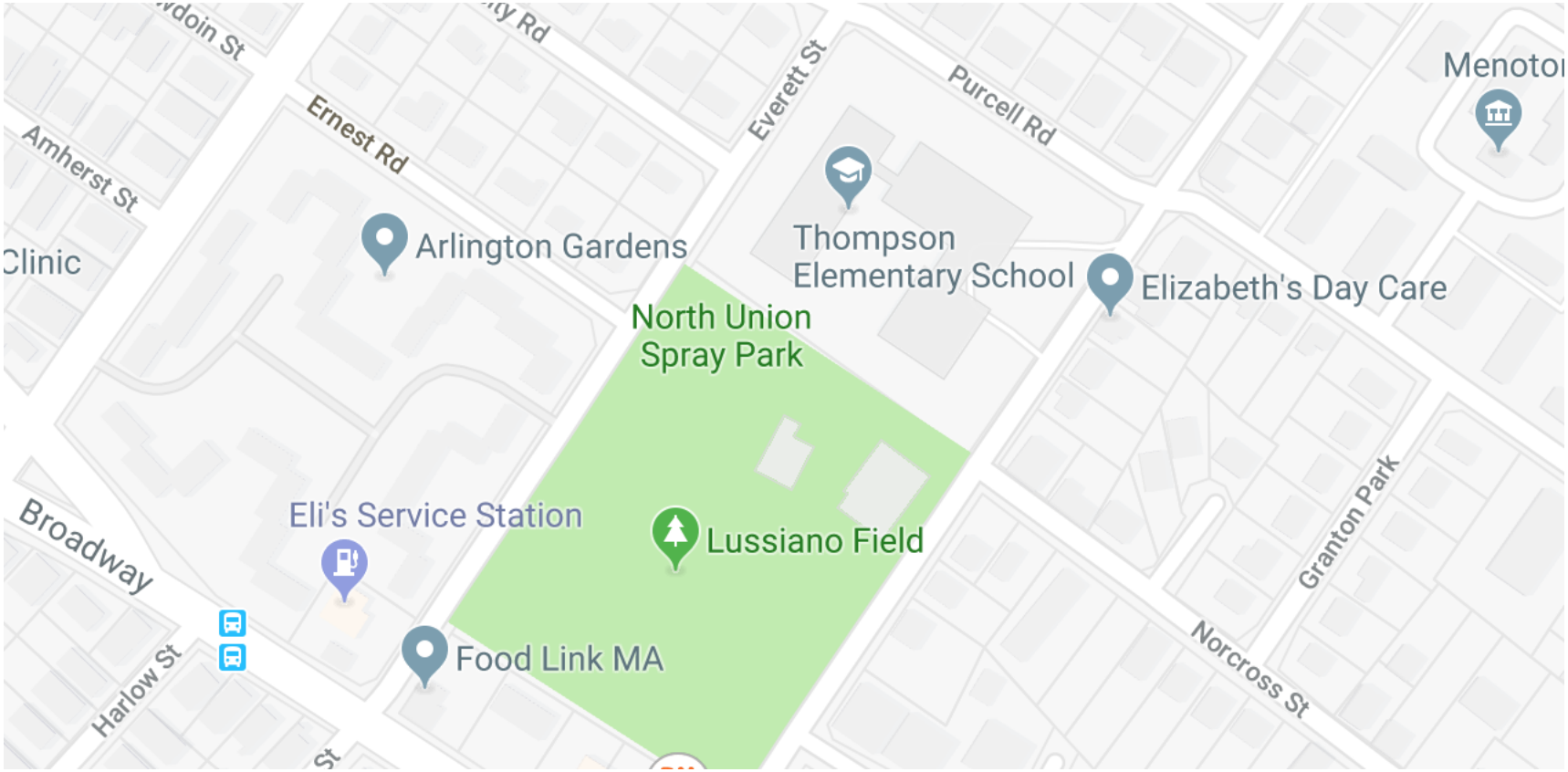
Arlington Reservoir Phase 2

Trail, Perimeter, Bath House, Parking Lot, Fences

Recommended funding: $500,000



North Union Playground



Recommended funding: $325,000*

Study of Spy Pond Field Bleachers

Use, Need and Community Input







Recommended funding: $53,000

Winslow Towers Envelope Repair



Recommended funding: $500,000